**Building a 21st Century, Comprehensive K-12 Counseling Model for MCPS**

**MEETING MINUTES**

**Date:** April 12, 2011

**Location:** 6th Street, Room 14

**In attendance:** Katie Boynton (Hellgate), Bonnie Ferguson (Willard), Heather Davis Schmidt, Christine Kolczak (Hellgate), Angela Opitz (Rattlesnake), Mike Perry (Hawthorne), Aaron Shattuck (Sentinel), Michelle Stearns (Porter), Marolane Stevenson (Big Sky), Erica Zins (Russell/L&C), Karen Allen (10:30-11:00am).

1. Welcome and reviewed agenda (attached), including long and short-term targets
2. Added ideas to the **parking lot**:
   1. June 13-17, Counselor Leadership Team will work on learning targets, implementation plans, etc. alongside communication arts and library-media using the new MCPS Online tool – please mark these dates in your calendar, commitment and participation in all days is necessary, 6 hour days, compensation will be provided – details forthcoming
   2. T&L subcommittee meeting has changed to Wednesday, May 4 at noon in Rm 14 of the admin building (previously scheduled for Monday, May 2)
   3. Needs assessment – need to gather information from all stakeholders (students, parents, teachers, staff, administrators) on expectations of school counselors
3. Quote and brief discussion (led by Aaron)
4. Reviewed belief, philosophy, mission, and standards; made changes and agreed on final draft for now; can always review and make changes throughout the year (see attached)
5. Created agenda with assignments for administrator presentation (Thur, Apr. 21, 7-8am, Business Building Board Room) and T&L subcommittee of the Board of Trustees (Wed, May 4, Noon, Rm 14 Admin Bldg) – see attached agenda; decided ALL members of the Counselor Leadership Team will have a role in presentations
6. Work to be completed and sent to Counselor Leadership Team by Mon, Apr. 18th:
   1. PowerPoint of beliefs, philosophy, mission, and standards **(Sheri)**
   2. Condensed background reading to send to administrators with agenda **(Erica)**
   3. Entrance and exit tickets – including a pre/post assessment as well as opportunity to gather information for needs assessment **(Christine)**
   4. **Katie** and **Aaron** will hand out and collect entrance/exit tickets on presentation days